

# St. Mary's College of Maryland – FY10 Budget Cycle

## IT EQUIPMENT REQUEST

(Complete as part of budget submission)

<b>Date of Request</b>					<b>Department Name</b>			
<b>Budget Manager</b>					<b>Account Number</b>			
<b>Note: Software is requested on Non-IT Equipment Request</b>								
<b>R = Replacement N = New</b>	<b>Estimated Useful Life</b>	<b>Priority Item #</b>	<b>Qty.</b>	<b>Item Description</b>	<b>Justification</b>	<b>Unit Cost</b>	<b>Total Cost</b>	
<b>Total IT Equipment Request</b>								